

## Creating the CSC First Page Report

Follow these steps to create a report that includes the first page of each recorded document in the Recorded Package.

1. Locate the recorded package in the queue
2. Click the **Print**  icon to the right of the package you wish to print

PACKAGE	DOCS	JURISDICTION	OFFICE	MODIFIED	STATUS	ACTIONS
4000442000326 LG	2	Bexar County, TX	03311.591044	6/23/2020 4:58 PM	Recorded	
400044200003EB	3	Bexar County, TX	03311.591044	6/23/2020 4:43 PM	Recorded	

The report contains the first page of each recorded document. Use the toolbar icons to download or print the report.

